

# **Preschool & Youth Camps**

## **Information Packet 1**

- **My First Camp**
- **Jr. Kidzone Camp**
- **Discovery Camp**
- **Wyandot Camp**

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## PRESCHOOL/YOUTH CAMP INFORMATION PACKET SCHEDULE

- **January: Camp Information Packet 1** (includes: Camp Descriptions; Fees/Payment Schedule; Priority & Weekly Registration Information; Extended Camp Weeks; Refund, Credit & Transfer Policy; & Special Needs Registration Information)
- **February: Camp Information Packet 2** (includes: Weekly Camp Themes; Wyandot Camp Field Trips; Camp Swimming Information; Wyandot Camp Meals Program; & our Easy as 1,2,3 Registration Information)
- **March: Camp Information Packet 3** (includes: Final Registration Information; Camp Program Numbers; Online Healthcare Form Information; & important *Save the Date* meetings)

## WELCOME!

Welcome to the City of Dublin Parks & Recreation Department, and thank you for your interest in the 2017 Preschool and Youth summer camp season.

As a nationally accredited agency through the Commission for Accreditation of Park and Recreation Agencies (CAPRA), you are now part of an organization that strongly believes in the need and benefit of recreation services.

While we are currently busy planning an amazing summer camp experience for your children, we wanted to begin the communication process to provide the necessary information to help you determine your child's summer break plans. We understand this can be a tedious experience, so we want to simplify the process as much as we can for you.

Since our camps ended in 2016, we have been researching and developing a stair-step approach to our camps, from our youngest age group to our tweens. Our focus is on providing an age-appropriate, but most importantly, **FUN** camp experience for your child, developmentally specific to their needs and providing positive, peer connections that build respect and social skills along with fine and gross motor development. We are so excited to roll out these summer camp experiences to you in 2017!

After reviewing the information in this packet, please review the 2017 Parent Handbook. New and returning camp families are required to review the packet in its entirety and contact the Preschool/Youth Programming Team with any questions.

All Preschool/Youth Summer Camp Information will continue to be posted on the City of Dublin's website and via the camp email distribution list as it becomes available, January – March. We strongly encourage families interested in our camps to review the information and contact us with any questions prior to summer camp registration.

Thank you again for choosing our camps and allowing us to share in your child's camp experience.

## The Preschool/Youth Programming Team

Heath Gorden, Program Supervisor, [hgorden@dublin.oh.us](mailto:hgorden@dublin.oh.us), 614-410-4552

Jennifer Vosters, Program Coordinator, [jvosters@dublin.oh.us](mailto:jvosters@dublin.oh.us), 614-410-4573

Sharon Adamek, Program Specialist, [sadamek@dublin.oh.us](mailto:sadamek@dublin.oh.us), 614-410-4575

Jodi Shealy, Adaptive Coordinator, [jshealy@dublin.oh.us](mailto:jshealy@dublin.oh.us), 614-410-4574

## **PRESCHOOL & YOUTH CAMP DESCRIPTIONS**

**2017 SUMMER CAMP DATES: Monday, June 5 – Friday, July 28 (No Camp July 4)**

**MY FIRST CAMP:** My First Camp combines learning and fun in a setting that provides a great introduction to summer camp for young children. Activities are designed to increase social development, self-esteem, and independence through games, songs, crafts, nature, and sports. Campers have a variety of structured indoor and outdoor, age-specific activities scheduled each day. NO swimming and NO field trips. Weekly registration is open to City Residents, School-District Residents, and Non-Residents\*. *Not available for Priority Registration.*

Ages: 3-6yrs (children must be potty trained)

Times: 9a-noon

Location: DCRC, Arts & Crafts Room

**JR. KIDZONE CAMP:** Jr. Kidzone Camp is our next step climbing the summer camp ladder that provides age-specific activities for continued growth in social development, self-esteem, and independence. This longer day structured camp provides a variety of explorative activities, crafts, games, and swimming (*once a week*) for an amazing camp experience. Registration is one fee for the entire 8 weeks, and open to City Residents, School-District Residents, and Non-Residents\*.

Ages: 5-8yrs

Times: 9a-4p

Location: DCRC, Classrooms A&B

**DISCOVERY CAMP:** Don't let your child fall off the academic slide during the summer – join us at Discovery Camp! Our newest addition and the next step in our summer camp offerings is the perfect environment to promote S.T.E.A.M. themed activities through quality instruction, fun games and activities, and continued learning for an *educational* summer camp experience! Registration is available for Priority & Weekly options and is open to City Residents, School-District Residents, and Non-Residents\*.

Ages: 8-12yrs

Times: 8a-5:30p

Location: Ted Kaltenbach Park, 5985 Cara Road, Dublin, OH 43016

**WYANDOT CAMP:** The final step in our summer camp ladder is our traditional, full day camp experience that revolves around: creative and performing arts; health, wellness & physical activities; nature/science exploration; and character development. Campers are engaged in a variety of structured indoor and outdoor, age-specific activities each day. Weekly swimming & field trips included. Registration is available for Priority & Weekly options and is open to City Residents, School-District Residents, and Non-Residents\*.

Ages: 6-12yrs (must have completed kindergarten)

Times: 7a-6p

Location: Dublin City Schools (two locations ***To Be Determined***)

***\*Non-Resident Registration is based on availability after Priority & Weekly Registration***

## **EXTENDED CAMP WEEKS 1 & 2**

After the 8 weeks of camp, the school locations are no longer available, so we provide two additional weeks before the kids go back to school. **These weeks are exclusively for camp participants who are enrolled in our Discovery & Wyandot Camps in 2017.** *(Families with children in Jr. Kidzone Camp that are at least 6yrs of age and have completed kindergarten, and are interested in registering for extended weeks during the priority registration period are asked to contact a Preschool/Youth Team Member prior to registration to discuss.)*

Due to the smaller location sizes and keeping with appropriate staff:camper ratios, we are only able to accommodate a specific number of campers during these weeks *(many families take advantage of this time to schedule their summer vacations)*. Campers are engaged in a variety of structured indoor and outdoor, age-specific activities each day. Weekly swimming & field trips included. Registration is available for Priority & Weekly options and is open to City Residents, School-District Residents, and Non-Residents\*.

### **EXTENDED CAMP WEEK 1:** Monday, July 31 – Friday, August 4 ***(No Camp Aug 4 @ DCRC location)***

Available Locations: Ted Kaltenbach Park, 5985 Cara Road, Dublin, OH 43016  
Dublin Community Recreation Center, 5600 Post Rd., Dublin, OH 43017  
Dublin Presbyterian Church, 5775 Dublinshire Dr., Dublin, OH 43017

### **EXTENDED CAMP WEEK 2:** Monday, August 7 – Friday, August 11

Available Locations: Ted Kaltenbach Park, 5985 Cara Road, Dublin, OH 43016  
Dublin Community Recreation Center, 5600 Post Rd., Dublin, OH 43017

## **2017 CAMP FEES**

### **MY FIRST CAMP**

#### **WEEKLY REGISTRATION\* FEES:**

City Residents: \$75/week

School District & Non-Residents: \$85/week

### **JR. KIDZONE CAMP** ***No weekly registration is available.***

#### **PRIORITY REGISTRATION\* FEES:**

City Residents: \$680/summer

School District & Non-Residents: \$750/summer

## DISCOVERY CAMP

### PRIORITY & WEEKLY REGISTRATION\* FEES:

City Residents: \$200/week  
School District & Non-Residents: \$220/week

## WYANDOT CAMP

### PRIORITY REGISTRATION\* FEES:

City Residents & School District Residents: \$1,280/summer

### WEEKLY REGISTRATION\* FEES:

City Residents & School District Residents: \$160/week  
Non-Residents: \$176/week

**CAMP MEAL FEES\*\*** (optional): \$26.55/week

## EXTENDED CAMP WEEKS 1 & 2

### WEEKLY REGISTRATION\* FEES:

City Residents & School District Residents: \$160/week  
Non-Residents: \$176/week

*(Registration at the DCRC location Extended Week 1 is pro-rated for four days: \$128/\$141)*

***\*Please see Priority /Weekly Registration Information for complete details.***

***\*\*Please see Parent Handbook for complete details on optional Camp Meals.***

## CAMP PAYMENT SCHEDULE

**JR. KIDZONE** requires payment in full at the time of registration.

**MY FIRST CAMP & DISCOVERY CAMP** requires payment in full at the time of registration for weekly enrollments.

**WYANDOT CAMP** require 50% payment at the time of registration and the remaining 50% is due prior to 5pm on or before Friday, May 26, 2017. This applies to both priority & weekly registration.

**Wyandot Camp Families** have three options to pay the remaining 50%:

1. Call Sharon Adamek (614-410-4575) on Mondays, Tuesdays, Wednesdays or Fridays before May 26 and pay with a credit card over the phone.
2. Drop off check or cash at the DCRC prior to 5pm on Friday, May 26 during DCRC business hours.
3. Log on to the website ([www.dublinohiousa.gov](http://www.dublinohiousa.gov)) and pay in your online account (which is the same place you register for camp).

## CAMP REGISTRATION IS ONLINE ONLY!

To allow everyone access at the same time and to keep you from having to stand in line, we choose to process your registration online and will not do so in person. However, if you need access to a computer or the internet, the DCRC computer lab is available, as well as computers at your local library.

## PRIORITY REGISTRATION & WEEKLY REGISTRATION

*Choose the option that works best for your family*

**PRIORITY REGISTRATION** (Jr. Kidzone, Discovery & Wyandot Camps only)

**Tuesday, April 4 at 6am through Wednesday, April 5 at 5pm**

For City & School-District Resident families who want to register and commit to the entire 8 week camp season for the most holistic summer camp experience. **By choosing priority registration for the entire 8 week Jr. Kidzone or Wyandot Camp season, you are NOT eligible for any refunds, credits or transfers.** We will not negotiate this policy. Extended Camp Weeks and Weekly Registration secured during Priority Registration will be eligible for refunds, credits or transfers – but only as outlined in the Refund/Credit & Transfer Policy established for our summer camps.

As a **BONUS** for choosing Priority Registration, families registered for Discovery or Wyandot Camp may also register for the Extended Camp Weeks (Jul 31-Aug 4 and Aug 7-11). **Extended Camp Weeks must be added to your cart separately during your online Priority Registration enrollment.**

*(Families with children in Jr. Kidzone Camp that are at least 6yrs of age and have completed kindergarten, and are interested in registering for extended weeks during the priority registration period are asked to contact a Preschool/Youth Team Member prior to registration to discuss.)*

**WEEKLY REGISTRATION** (My First Camp, Discovery & Wyandot Camps only)

**Thursday, April 6 at 6am through Monday, April 10 at 5pm**

For City & School-District Resident families who would like to choose the weeks their child is registered for camp, and be eligible for refunds, credits and transfers. During this enrollment period, families may request enrollment in any weeks of camp still available. **By registering for camp on a week-to-week basis, you are eligible for refunds, credits or transfers - but only as outlined in the Refund/Credit and Transfer Policy.**

**OPEN ENROLLMENT & NON-RESIDENT REGISTRATION**

**Tuesday, April 11 at 8am until all remaining camp spots are filled**

## REGISTRATION OPTIONS TIMELINE

Priority Camp Registration Begins:	Who is Eligible?	Specific Camp Info	Priority Camp Registration Ends:
<b>Tuesday</b>  <b>April 4</b>  <b>6am</b>	<u>City &amp; School-District Residents ONLY</u>	<p><b>All 8 weeks:</b></p> <p><b>Jr. Kidzone &amp; Wyandot Camp</b></p> <p>June 5 – July 28</p> <p><b>OPTION</b> of adding Extended Camp Weeks</p> <p><i>(NO REFUNDS, CREDITS, OR TRANSFERS available if you register during Priority for all 8 weeks of Jr. Kidzone &amp; Wyandot Camp)</i></p> <p><b>Weekly:</b></p> <p><b>Discovery Camp</b></p> <p>June 5 – July 28</p> <p><b>OPTION</b> of adding Extended Camp Weeks</p>	<b>Wednesday</b>  <b>April 5</b>  <b>5pm</b>

Weekly Registration Begins:	Who is Eligible?	Specific Camp Info	Weekly Registration Ends:
<b>Thursday</b>  <b>April 6</b>  <b>6am</b>	<u>City &amp; School-District Residents ONLY</u>	<p><b>Weekly:</b></p> <p><b>My First Camp</b></p> <p><b>Discovery Camp</b></p> <p><b>Wyandot Camp</b></p> <p>June 5 – July 28</p> <p><i>(REFUNDS, CREDITS, OR TRANSFERS available but only as outlined in the Refund/Credit and Transfer Policy)</i></p>	<b>Monday</b>  <b>April 10</b>  <b>5pm</b>



Open Registration Begins:	Who is Eligible?	Specific Camp Info	Weekly Registration Ends:
<b>Tuesday</b> <b>April 11</b> <b>8am</b>	<u>City &amp; School-District Residents</u> <u>Non-Residents</u>	<b>Weekly:</b> <b>My First Camp</b> <b>Discovery Camp</b> <b>Wyandot Camp</b> June 5 – July 28 <i>(REFUNDS, CREDITS, OR TRANSFERS available but only as outlined in the Refund/Credit and Transfer Policy)</i>	<b>Registration remains open until all remaining camp spots are filled</b>

## **REFUNDS, CREDITS OR TRANSFER POLICY**

**By choosing priority registration for the entire 8 week Jr. Kidzone or Wyandot Camp season, you are NOT eligible for any refunds, credits or transfers.**

**By registering for camp on a week-to-week basis, you are eligible for refunds, credits or transfers - but only as outlined in the Refund/Credit and Transfer Policy.**

### **Beginning at 6am on Monday, April 10 through Friday, April 21 prior to NOON:**

- Families are permitted to cancel up to 2 weeks of camp per child, free of charge.
- If canceling more than 2 weeks per child, a \$25 administrative fee will be charged per child for EACH WEEK of camp that is refunded, credited or transferred.

### **Beginning at 6am on Monday, April 24 through Friday, May 5 prior to NOON:**

- Families are permitted to request a refund, credit or transfer, a \$25 administrative fee will be charged **per child** for **EACH WEEK of camp that is refunded, credited or transferred**.

### **NO Refunds, Credits and/or Transfers granted after NOON on Friday, May 5:**

- This includes the need to miss any portion of camp due to vacations, athletic camps, scheduling conflicts, or any non-emergency situation. DCRC cannot accommodate a refund, credit or transfer request after NOON on May 5, therefore families will lose their camp fees (unless they choose to remain in the program).
- Refunds for hardship situations can be requested in writing to the Director of Recreation Services and must be accompanied by proof. A hardship situation is defined as a job transfer of 25 miles or more away, job loss or camper's serious medical condition.

**\*There will be no exceptions to the Refunds, Credits and Transfers Policy as outlined. Please use the grace periods provided to adjust your *weekly* camp dates based on any vacation plans, athletic camps, etc. that arise after registering for summer camp. Refunds may not be granted for illness or dismissal from the program due to behavior.**

\*My First Camp, Teen Camps, and Specialty Camps follow the standard DCRC Refund Policy as outlined in the Healthy Brochure. A Cancellation Request Form must be submitted to the DCRC Welcome Desk at least seven days before the first day of the camp, for a refund of fees paid less a \$10 administrative fee. Refunds are not made after this time.

### **SPECIAL NEEDS ACCOMODATIONS/ REGISTRATION INFORMATION**

The City of Dublin's Parks & Recreation Services promotes an inclusive policy for all of our programs. To provide the best overall experience for your child or to carry over IEP accommodations, an appointment must be made for an inquiry of needs. Contact Jodi Shealy, Adaptive Recreation Coordinator, at 614.410.4574. An accommodation plan **MUST BE COMPLETED PRIOR TO** your child's program or camp registration. This plan is required for each seasonal enrollment.

**For 2017 summer camp consideration, please contact Jodi Shealy to schedule your inquiry of needs before Friday, March 17, 2017.**

## **FREQUENTLY ASKED QUESTIONS**

### **What's the difference between a City of Dublin Resident & School District Resident?**

Dublin residents reside within the City of Dublin corporate limits (paying property tax to the City of Dublin). School district residents reside in the Dublin School District, but not within the City of Dublin corporate limits. School district residents are granted "resident status" for Wyandot Camp registration ONLY because the program takes place in Dublin City School buildings that are supported by school district residents' tax dollars.

### **What is the WAIT LIST and how does it work?**

When a camp enrollment reaches the set maximum capacity, it is deemed FULL. Families are encouraged to enroll their child on the wait list for that camp because cancellation requests do occur and open up some availability. ***(Wait lists are not available for Priority All 8 weeks)***

There is no guarantee that a spot will open up for a child, so we do not charge fees for placing children on the wait list. If/when an enrollment spot would open up, the Preschool/Youth Programming Team would notify the next person on the wait list to determine interest in enrolling. We strongly recommend having additional enrollment options if your child's camp week is full at the time you register.

## **TEEN CAMP INFORMATION**

For more information about Wyandot Next, Adventure Camp, or other teen camps and programming, please contact Scott Hanks at [shanks@dublin.oh.us](mailto:shanks@dublin.oh.us).